

# Personnel File Review

Review Period: Jan - March 2010

**Southeast Service Area**

Total Number of Reviews:

**104**

<b>Background Checks</b>	<b># Yes</b>	<b># Applicable</b>	<b>% Achieved</b>
1 National	101	104	97%
2 Out of State	24	39	62%
3 In State	100	104	96%
4 Local	103	104	99%
5 Internet Search	102	104	98%
6 Ongoing Background Checks	16	18	89%
7 Exceptions	8	19	42%
8 Record Maintenance	90	104	87%
<b>Transportation</b>	<b># Yes</b>	<b># Applicable</b>	<b>% Achieved</b>
9 Driver's License	101	103	98%
10 Auto/Medical Insurance	92	103	89%
11 Points Assessed	98	103	95%
12 Limitations	96	98	98%
13 Defensive Driving Course	76	103	74%
<b>Drug Screening</b>	<b># Yes</b>	<b># Applicable</b>	<b>% Achieved</b>
14 Drug Tests	95	104	91%
<b>References</b>	<b># Yes</b>	<b># Applicable</b>	<b>% Achieved</b>
15 References - Home Study Staff	1	1	100%
<b>Education</b>	<b># Yes</b>	<b># Applicable</b>	<b>% Achieved</b>
16 Education - ALL Employees	99	104	95%
17 Education - Home Study Staff	NA	NA	NA
18 Education - Service Coordinator	83	104	80%
<b>Training</b>	<b># Yes</b>	<b># Applicable</b>	<b>% Achieved</b>
19 ALL STAFF - Initial Training	89	104	86%
20 ALL STAFF - Ongoing Training	26	26	100%
21 MULTI ETHNIC PLACEMENT	43	83	52%
22 ICWA	34	84	40%
23 CFS Pre Service Training	78	83	94%
24 Ongoing Training - SC/Sup	17	17	100%